

## Electronic Payment Acceptance Services

---

Government Code Sections 6160-6166 provides that state agencies accept payment made by means of a credit card or other payment devices. The Department of General Services, Procurement Division (DGS PD) currently administers Master Service Agreements (MSAs) for credit card acceptance and electronic payment acceptance services including:

1. Credit and Debit Card Processing
2. E-Check Processing
3. Electronic Check Conversion / Remote Deposit Processing
4. State Electronic Fund Transfer / General Electronic Payment Processing

DGS PD makes these MSA available to local governmental agencies and Western State Contract Alliance (WSCA) State entities as noted within each contract.

### **ELECTRONIC PAYMENT ACCEPTANCE SERVICES (EPAY) CONTRACTS**

*(Mandatory Use Contracts for California State Agencies/Departments)*

The following MSA contracts are designated as mandatory for State of California government entities that seek to acquire credit and debit card payment acceptance services. Local government and WSCA State entities' use of these MSAs is optional and allowed as noted below.

- [MSA 5-10-99-01 – First Data Merchant Services](#) (State, Local, and WSCA Agencies)
- [MSA 5-10-99-02 – Elavon, Inc.](#) (State and Local Agencies)

It is recommended that agencies contract for EPAY processing services from a single contractor. Agencies must execute a subscription agreement that incorporates the terms of the MSA by reference. See Exhibit D, Sections 1 and 2 of the individual MSA contracts for specific contract execution information.

### **SOLE PROPRIETARY CREDIT CARD ACCEPTANCE CONTRACTS**

*(Mandatory Use Contracts for California State Agencies/Departments)*

The following MSA contract is designated as mandatory for State of California government entities that seek to acquire American Express Card acceptance services. Local governmental entities use of this MSA is optional.

- [MSA 5-09-99-01 – American Express Travel Related Services, Inc.](#) (State and Local Agencies)

In order to accept the American Express card, agencies must complete a separate contract subscription agreement, incorporating the terms of the MSA by reference, with settlement made directly to the state or local government agency by American Express. See Exhibit D, Sections 1 and 2 of the MSA contract for specific contract execution information. Authorized Users, must also obtain services from one of the EPAY contracts (listed above) to provide authorization, capture, and routing for American Express Cards.

### **STATE CONTRACT ADMINISTRATOR**

For questions regarding these MSAs please contact the State Contract Administrator as follows:

Julie Matthews  
Department of General Services  
Procurement Division, Multiple Awards Program  
707 Third Street, 2nd Floor, MS 202  
West Sacramento, CA 95605-2811  
Phone: (916) 375-4612  
[julie.matthews@dgs.ca.gov](mailto:julie.matthews@dgs.ca.gov)

**Note:** If you have any difficulty reading or downloading the documents listed, please contact the State Contract Administrator listed above and we will gladly mail you a hard copy within two (2) weeks.